

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, March 23, 2016 in the board room of the Housing Authority office located at 491 E Center Street, Juneau, Wisconsin.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Chairman, Mary Reak, Ken Neumann, Eugene Wurtz, Shirley Kitchen

Absent: None

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Ken Neumann to approve the agenda. The motion was seconded by Mary Reak.

Motion carried.

Motion was made by Mary Reak and seconded by Eugene Wurtz to dispense the reading of the February 24, 2016 minutes and approve them as presented. Motion carried.

Public Forum: None

Communications: Donna attended the Green Valley employer recognition award breakfast.

The Financial reports were reviewed. A motion was made by Shirley Kitchen and seconded by Ken Neumann to approve the financial reports as presented. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. A Motion was made by Ken Neumann and seconded by Mary Reak to approve the bills and pay as due. Motion carried.

Unfinished Business:

11. A Dodge 1, 6 and OGLLC Occupancy Report for period March 2016.

Theresa	12-12	Burnett	12-10	Iron Ridge	8-8	Waupun	48-43
Ashippun	12-12	Lowell	12-11	Juneau	15-15	Oak Gove	24-24
Reeseville	14-12	Hustisford	14-14	Beaver Dam	17-16		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 137 + 0 port out

Occupancy report- Reviewed details of the occupancy report.

HUD- Continue to pull batch of applications, held briefing and issued vouchers to increase leasing. Submitted Housing Authority profile to WAHA. WAHA representative meets with staff of representatives in Washington DC to present the profiles. Gathering information from HAPPY software to see if we can afford additional modules to increase efficiency.

Maintenance report- Remodeling Burnett. Beaver Dam had a drain pipe leak. Storm/wind damage in Hustisford, Beaver Dam, and Waupun. Hiring roofer to repair Juneau roof. Juneau window replacement is underway.

Tenant/Program participation report- Burnett annual meeting was held March 18<sup>th</sup>. Waupun Building 110 and Theresa will be held during March yet.

Management- Kim is going to FHA training in Rockford. Jamie and Donna will participate in Dementia training at DCHS. WAHA and WICARH trainings also in April. Reviewing quote for property and liability insurance. D1 & D6 4/1/16 – 3/31/17 budgets were approved by Rural Development as submitted. Awaiting Rural Development approval for 3/31/2015 D1 & D6 year end. RD architect signed off on the exterior door bid selection. Waiting for RD to approve the payment proposal before ordering.

Old Business:

New Business:

A motion was made by Shirley Kitchen to approve the write off of stale checks. The motion was seconded by Eugene Wurtz. Motion carried.

A motion was made by Eugene Wurtz to approve the Oak Grove LLC 12/31/2015 year end. The motion was seconded by Mary Reak. Motion carried.


Board reviewed 12/31/2015 OGLLC Audit by SVA.

The next meeting of the Dodge County Housing Authority is scheduled April 27, 2016 at 8:30am.

A motion was made by Shirley Kitchen to adjourn. The motion was seconded by Ken Neumann Motion carried.

Meeting adjourned at 9:40 a.m.

  
Glenn Stousland, Chairperson

  
Donna Braun, Executive Director